

UNITED STATES DISTRICT COURT
DISTRICT OF NEVADA

CARLOS NORWOOD,

Plaintiff,

v.

WASHOE COUNTY JAIL, et al.,

Defendants.

Case No.: 3:23-cv-00350-MMD-CSD

ORDER

On July 12, 2023, pro se plaintiff Carlos Norwood, an inmate at Washoe County Detention Facility ("WCDF"), submitted a complaint under 42 U.S.C. § 1983 and applied to proceed *in forma pauperis*. (ECF Nos. 1-1, 1). The application to proceed *in forma pauperis* is incomplete because Plaintiff failed to include a financial certificate on this Court's approved form and an inmate trust fund account statement for the previous six-month period with the application. If Plaintiff has not been at WCDF for a full six-month period, he must still submit a financial certificate and an inmate trust fund account statement for the dates he has been at the facility.

The United States District Court for the District of Nevada must collect filing fees from parties initiating civil actions. 28 U.S.C. § 1914(a). The fee for filing a civil-rights action is \$402, which includes the \$350 filing fee and the \$52 administrative fee. See 28 U.S.C. § 1914(b). "Any person who is unable to prepay the fees in a civil case may apply to the court for leave to proceed *in forma pauperis*." Nev. Loc. R. Prac. LSR 1-1. For an inmate to apply for *in forma pauperis* status, the inmate must submit **all three** of the following documents to the Court: (1) a completed **Application to Proceed in Forma Pauperis for Inmate**, which is pages 1–3 of the Court's approved form, that is properly signed by the inmate twice on page 3; (2) a completed **Financial Certificate**, which is page 4 of the Court's approved form, that is properly signed by both the inmate and a prison or jail official; and (3) a copy of the **inmate's prison or jail trust fund account statement for the previous six-month period**. See 28 U.S.C. § 1915(a)(1)–(2); Nev.

1 Loc. R. Prac. LSR 1-2. *In forma pauperis* status does not relieve an inmate of his or her
2 obligation to pay the filing fee, it just means that the inmate can pay the fee in installments.
3 See 28 U.S.C. § 1915(b).

4 It is therefore ordered that Plaintiff has **until October 2, 2023**, to either pay the full
5 \$402 filing fee or file a completed financial certificate that is signed both by the inmate
6 and the prison or jail official and a copy of the inmate's trust fund account statement for
7 the previous six-month period or, if shorter, for the dates that Plaintiff has been at WCDF.

8 Plaintiff is cautioned that this action will be subject to dismissal without prejudice if
9 he fails to timely comply with this order. A dismissal without prejudice allows Plaintiff to
10 refile the case with the Court, under a new case number, when he can file a complete
11 application to proceed *in forma pauperis* or pay the required filing fee.

12 The Clerk of the Court is directed to send Plaintiff Carlos Norwood the approved
13 form application to proceed *in forma pauperis* for an inmate and instructions for the same
14 and retain the complaint and exhibits (ECF Nos. 1, 1-1) but not file them at this time.

15 DATED THIS 2nd day of August 2023.

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UNITED STATES MAGISTRATE JUDGE